

**BY ORDER OF THE COMMANDER
TYNDALL AIR FORCE BASE**

**TYNDALL AIR FORCE BASE
INSTRUCTION 48-101**



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Aerospace Medicine

***PROTECTING THE HEALTH OF
PREGNANT WORKERS***

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Lt Col Sarady Tan)

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This instruction implements AFD 48-1, Aerospace Medicine Program. This instruction establishes procedures and assigns responsibilities for the management of pregnant active duty and Federal Civilian Service personnel at Tyndall AFB. It outlines an assessment to determine if any occupationally related hazards are present in the work environment that may pose a risk to the mother and/or fetus. This includes exposure to hazardous and/or teratogenic chemicals, ionizing radiation or extreme physical stresses. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate functional chain of command. This publication may be supplemented at any level, but all direct Supplements must be routed to the OPR of this publication for coordination prior to certification and approval. It applies to individuals at all levels who prepare, manage, review, certify, approve, disseminate and/or use official Air Force publications and forms, including Air Force Reserve Command (AFRC) and Air National Guard (ANG) units, except where noted otherwise. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) at <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>.

REFERENCES: AFI 48-123, Medical Examinations and Standards, and AFI 48-145, Occupational Health Program.

This instruction requires collecting and maintaining information protected by the Privacy Act of 1974 authorized by 10 U.S.C. 55, Medical and Dental Care; 10 U.S.C. 8013, Secretary of the Air

Force; and E.O. 9397 (SSN). System of records notice F044 AF SG E, Medical Record System, applies.

SUMMARY OF CHANGES

Clarifies responsibilities.

1. GENERAL. Providing a safe working environment for all personnel is Air Force policy. Pregnant employees will not be required nor requested to work with chemicals or agents that could adversely affect normal pregnancy or development of the fetus. However, employees will not be removed from normal duties unless identified hazards exist. If duty restrictions are necessary, every effort to accommodate the employee will be made until normal duties can be resumed

2. PROGRAM DETAILS. The following subparagraphs outline the required processing timeline for a pregnant worker with an initial positive pregnancy test (i.e. Human Chorionic Gonadotropin (HCG)) to completion of the AF Form 469/pregnancy profile.

2.1. Worker is notified of a positive HCG and reports to her primary care manager (PCM) for the results. Patient is given a consult to the Women's Health Clinic (WHC). After the member sees WHC, she is then given a temporary AF Form 469 and referred to Public Health (PH). This must be accomplished within 24 hours of positive HCG.

2.2. PH enrolls the worker in the fetal protection program. If the member is working in an industrial shop, the profile package and the worker are sent to Bioenvironmental Flight (BEF) for further evaluation of hazards.

2.3. Package returns to PH from BEF. PH reviews the BEF survey and reviews duty restrictions. PH prepares the AF Form 469 for PCM signature.

2.4. The AF Form 469 is completed and electronically signed by the PCM. The AF Form 469 is then electronically forwarded to the Profiling Officer (Flight Medicine), as well the member's Squadron Commander. The time from confirmation of pregnancy to distribution of completed AF Form 469, Duty Limiting Condition Report, will be no more than 5 duty days.

3. Responsibilities.

3.1. PH:

3.1.1. Enrolls the worker in the fetal protection program and adds to program log.

3.1.2. Interviews the pregnant worker to determine specific duties, workplace hazards and concerns. Documents all noted hazards both in the workplace and off duty. Provides educational materials on Fetal Hazards to the member.

3.1.3. Telephones the supervisor of the worker in order to verify all workplace hazards and ensure no hazards were over looked. PH will conduct the interview without divulging any of the patient's medical information.

3.1.4. Consults with BEF concerning occupational exposures to potentially teratogenic or mutagenic hazards or ionizing radiation. A teratogen is any agent that interferes with

normal development of the embryo or fetus. PH then forwards the profile package to BEF for all members working in industrial workplaces.

3.1.5. Compiles information from the patient interview, the supervisor interview, and the BEF workplace survey and generates an AF Form 469/pregnancy profile. Provides the profile electronically to the worker's PCM for review and signature.

3.1.6. Ensures all profile entries are IAW AFI 48-123, Medical Examinations and Standards.

3.1.7. Electronically forward AF Form 469 to the Profiling Officer (FSO) for review. Once FSO signs and closes the AF Form 469 it is automatically e-mailed to the members Squadron Commander and UDM. The Squadron Commander then approves or disapproves the AF Form 469. If approved, the Commander will sign the AF Form 469 and give it to the member. If disapproved, the Commander will contact Force Health Management for further discussion and review.

3.1.8. Will file a copy of the completed AF Form 469 in tab F of the industrial case file (Only if the member is in a Industrial shop). Another copy will be filed in the member's medical record, along with the initial interview and a copy of the positive HCG lab.

3.1.9. Closes case on fetal protection log.

3.2. BEF:

3.2.1. Assesses the workplace of all workers placed on the fetal protection program and referred from PH. Determines if any occupationally related hazards are present in the work environment that may pose a risk to the mother and/or fetus.

3.2.2. Monitors pregnant workers occupationally exposed to ionizing radiation.

3.2.2.1. Pregnant individuals found to be occupationally exposed to ionizing radiation must be interviewed by the Radiation Safety Officer (RSO) or equivalent.

3.2.2.2. The Thermoluminescent Dosimetry (TLD) program manager will place the individual on the monthly exchange cycle.

3.2.2.3. Those workers will be monitored on a monthly basis. The RSO will determine if work restrictions are necessary to ensure the total accumulated gestational dose remains <500 millirem (mrem) for the entire duration of the pregnancy.

3.2.3. Provides recommendations on worker restrictions based on the hazards present in the workplace to PH for inclusion in the AF Form 469/pregnancy profile.

3.2.4. Returns the BEF workplace assessment to PH within one duty day of receiving the referral.

3.3. Medical Group Providers:

3.3.1. Notify female workers of their positive HCG test immediately after receiving the result and provides appropriate prenatal care and counseling.

3.3.2. Make an early determination of patient-specific duty limitations, if required.

3.3.3. Provide a referral of the positive result to WHC and PH.

- 3.3.4. Revise the pregnant worker's physical profile as needed during the pregnancy.
- 3.4. Tyndall AFB workers (active duty personnel and civilians):
 - 3.4.1. Report to WHC and PH after being notified of a positive HCG by their health care provider.
 - 3.4.2. Ensure their immediate supervisor has a copy of their completed AF Form 469.
 - 3.4.3. Will contact PH if status of pregnancy changes.
- 3.5. Workplace supervisors:
 - 3.5.1. Ensure all pregnant employees under their supervision have reported to Public Health and have obtained an AF Form 469/pregnancy profile.
 - 3.5.2. Provide PH with information on all possible workplace hazards when called for an interview.
 - 3.5.3. Maintain a copy of the AF Form 469, which contains specific duty restrictions.
 - 3.5.4. Ensure all information provided on the AF Form 469/pregnancy profile is discussed with their employee and keep all information listed on the profile confidential. Disclosure of profile information without consent of the employee will lead to administrative action.
 - 3.5.5. Workplace supervisors of civilian employees will perform the above actions (3.5.1 – 3.5.4) for all civilian employees who declare their pregnancy.

4. Adopted Forms:

AF Form 847, *Recommendation for Change of Publication*

AF Form 469, *Duty Limiting Condition Report*.

GEORGE NICOLAS, JR., Col, USAF
Commander, 325th Medical Group